



ARNOLD SCHWARZENEGGER  
GOVERNOR

DEPARTMENT OF CONSERVATION  
STATE OF CALIFORNIA

DIVISION OF  
RECYCLING

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**December 31, 2004**

**Important Notice**

TO: All Certified Operators of Recycling Centers

SUBJECT: Recycler Operating and Recordkeeping Manual

The purpose of this letter is to inform all certified operators of recycling centers and interested parties of changes to the Recycler Operating, Recordkeeping and Accounting manual, now called the Recycler Operating and Recordkeeping manual. Effective January 1, 2005, the manual can be viewed online at:

<http://www.consrv.ca.gov/DOR/crcp/recyclers/Images/RORM1104.pdf>

If you do not have access to the web, you may contact the Department of Conservation (Department), Division of Recycling (Division) and request that one be mailed to you.

**Department of Conservation  
Division of Recycling - Certification Services Branch**

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(916) 323-3008  
Or FAX notification to (916) 323-4907

If you have any questions regarding the Recycler Operating and Recordkeeping manual, please call the Division's Training and Review Section at (916) 323-3008.